



## Arizona Department of Education

### Assessment Section

[www.azed.gov/standards](http://www.azed.gov/standards)

# AIMS UPDATE FOR TEST COORDINATORS

Superintendent Tom Horne

February 2010

#27

### SPRING 2010 TESTING CALENDAR

|   |  |
|---|--|
| <b>February 8 – 10</b>                                    | Additional online orders for February test materials                 |
| <b>February 19</b>  | Label data extracted from SAIS for April testing ( <b>NEW DATE</b> ) |
| <b>February 22 – 26</b>                                   | <b>AIMS 5, 6, 7 WRITING FIELD TEST</b> in selected schools           |
| <b>February 23</b>  | <b>AIMS HS WRITING</b>   |
| <b>February 24</b>  | <b>AIMS HS READING</b>   |
| <b>February 24 – 25</b>                                   | Additional online orders for HS W/R make-up tests (Form T)           |
| <b>March 2</b>  | <b>AIMS HS WRITING make-up</b>                                       |
| <b>March 3</b>  | <b>AIMS HS READING make-up</b>                                       |
| <b>March 4 – 9</b>  | February test material pick-up                                       |
| <b>March 15 – 18</b><br><i>or</i><br><b>March 22 – 25</b> | April test materials arrive.   |
| <b>March 26 – 30</b>                                      | Additional online orders for April test materials                    |
| <b>April 5 – 23</b>                                       | <b>STANFORD 10 – Gr. 9</b> test window                               |
| <b>April 7</b>  | <b>AIMS HS MATHEMATICS</b>   |
| <b>April 7 – 8</b>  | Additional online orders for HS Math make-up tests (Forms S & T)     |
| <b>April 8</b>  | <b>AIMS HS SCIENCE</b>   |
| <b>April 12 – 23</b>                                      | <b>AIMS 3-8</b> test window & <b>STANFORD 10 – Gr. 2</b> test window |
| <b>April 13</b>   | <b>AIMS HS MATHEMATICS make-up</b>                                   |
| <b>April 15 – 20</b>                                      | AIMS HS Mathematics and Science test material pick-up                |
| <b>April 26 – 29</b>                                      | AIMS 3-8 and Stanford 10 test materials pick-up (scorables only)     |
| <b>May 3 – 6</b>  | AIMS 3-8 and Stanford 10 test materials pick-up (nonscorables)       |

### SPRING 2010 SCORE REPORT CALENDAR

|                 |   |
|-----------------|---|
| <b>April 15</b> | <b>Reports posted to PearsonAccess:</b><br>♦AIMS HS Writing and Reading   |
| <b>April 22</b> | <b>Paper reports due to districts:</b><br>♦AIMS HS Writing and Reading  |
| <b>May 14</b>   | <b>Reports posted to PearsonAccess:</b><br>♦AIMS HS Mathematics Rapid Response (graduating students)<br>♦AIMS HS Science Rapid Response (all students)            |
| <b>May 21</b>   | <b>Reports posted to PearsonAccess:</b><br>♦AIMS HS Science<br>♦AIMS 3-8 Writing, Reading, and Science<br>♦Stanford 10 Grades 2 and 9                             |
| <b>May 28</b>   | <b>Closing date for corrections:</b><br>♦AIMS HS Writing and Reading  |
| <b>June 11</b>  | <b>Reports posted to PearsonAccess:</b><br>♦AIMS HS Mathematics<br>♦AIMS 3-8 Mathematics  |
| <b>June 22</b>  | <b>Paper reports due to districts:</b><br>♦AIMS HS Mathematics and Science<br>♦AIMS 3-8 Writing, Reading, Mathematics, and Science<br>♦Stanford 10 Grades 2 and 9 |
| <b>July 30</b>  | <b>Closing date for corrections:</b><br>♦AIMS HS Mathematics and Science<br>♦AIMS 3-8 Writing, Reading, Mathematics, and Science<br>♦Stanford 10 Grades 2 and 9   |

*AIMS Update is published electronically every August, November, February, and May for distribution to test coordinators in Arizona schools.*

*Archived AIMS Updates and other information useful to test coordinators can be found on the ADE Test Coordinator Web page:*

[www.azed.gov/standards/AIMS/Administering](http://www.azed.gov/standards/AIMS/Administering)

## **AIMS HS WRITING AND READING LABELS**

The ADE produced label file for AIMS HS Writing and Reading incorrectly included some Cohort 2013 students and incorrectly excluded some Cohort 2011 students. Please ignore Pre-ID labels for students identified as Cohort 2013. These students should not test on AIMS HS Writing or Reading this spring. Please hand-bubble demographic data for Cohort 2011 students without Pre-ID labels who should test or may test on AIMS HS Writing and/or Reading.

We apologize for the trouble these inclusion errors have caused. The label file for HS Mathematics should not have these errors. However, the ADE produced label file is not a definitive listing of students who must or may test on AIMS HS. **As always, schools must determine for themselves which students should be tested on AIMS HS.**

## **FOLLOW-UP TO PRE-TEST WORKSHOPS**

Below are some issues that were raised at some workshops but not all. These issues are included so that all test coordinators have the same information available to them.

### **General Topics**

#### **Arizona Retention Rules for Score Reports**

The *General Retention Schedule for All School Districts and Charter Schools* states that standardized test score sheets (including AIMS) are to be kept for three (3) years after scores have been transferred to permanent student records. AIMS scores are part of a student's permanent school record. These rules are posted at [www.lib.az.us/records/school.cfm](http://www.lib.az.us/records/school.cfm).

#### **Numbering scorable materials**

Many schools choose to number the test books and answer documents for inventory and test security purposes. This is permitted. However, the numbering of scorable materials (all answer documents, Stanford 10 Grade 2 test books, and AIMS Grade 3 test books) requires some special care.

**Any numbering on scorable test materials must be done away from the dark black marks along the edges of the cover and away from any bubbles or Pre-ID labels.** The middle of the folded edge of the answer document or stapled edge of the test book is a good place for numbering. The numbering may be in ink or in pencil.

## **FOLLOW-UP TO PRE-TEST WORKSHOPS (cont.)**

### **General Topics (cont.)**

#### **Fixing an incorrectly applied Pre-ID label**

If there is no correct Pre-ID label available, place two blank white labels over the top of an existing barcode. Do not attempt to scratch out, white out, or otherwise alter the incorrect Pre-ID label as these actions are largely ineffective and may cause delays in processing of the document. Hand-bubble the correct student demographic data.

If a correct Pre-ID label is available, layer the correct barcode directly on top of the original incorrect Pre-ID label. Do not hand-bubble student demographic data.

#### **Revised Retrieval Schedule**

The revised retrieval schedule is going through its final review and will be posted to the ADE common logon within two weeks. If you requested a change, please check the revised retrieval schedule.

### **AIMS HS Issues**

#### **AIMS Augmentation**

The current state statute authorizing AIMS Augmentation (A.R.S. 15-701.02) does not have a sunset clause. AIMS Augmentation will remain in place until new legislation repeals or changes AIMS Augmentation.

The formula for AIMS Augmentation has changed for this school year. The number of augmentation points available has been reduced to no more than 15% of the student's scale score. The AIMS Augmentation worksheet for 2009-2010 is posted on the test coordinator's page of the ADE website and is included on the CD distributed at the pre-test workshops.

#### **AIMS HS Science and graduation requirements**

There are no plans for AIMS HS Science to become part of the AIMS HS Graduation requirement. In the last legislative session, the state statute that established the AIMS test (A.R.S. 15-741) was amended to explicitly stop any expansion of the AIMS HS graduation requirement.

Here is an excerpt of that amendment:

"THE BOARD SHALL NOT REQUIRE HIGH SCHOOL PUPILS TO MEET OR EXCEED THE STANDARDS MEASURED BY THE ARIZONA INSTRUMENT TO MEASURE STANDARDS TEST IN ANY STANDARDS OTHER THAN READING, WRITING AND MATHEMATICS IN ORDER TO GRADUATE FROM HIGH SCHOOL"

## **FOLLOW-UP TO PRE-TEST WORKSHOPS (cont.)**

### **Testing Accommodations**

#### **Error in the Test Administration Directions**

In all Spring 2010 AIMS Test Administration Directions (HS, 3-8, and Writing FT), the key for the numbered standard accommodations incorrectly describes accommodation #14. **The inclusion of the phrase “as needed upon request” applies to ELL/FEP students and not to IEP/504 students.**

The correct description is below:

**14 = Test items read aloud in English  
(not available for reading)**

#### **Marking accommodations on Stanford 10**

For any student who received a standard accommodation on any part of the Stanford 10 test, mark bubble 19 within the “Special Conditions” section of the demographic page. It does not matter if the student has a Pre-ID label or if the student’s demographic data was hand-bubbled.

### **Stanford 10 Issues**

#### **More information about Stanford 10**

A short PowerPoint presentation about the Stanford 10 test is being developed with Pearson. It will be posted on the ADE test coordinator web page by the end of February.

#### **Purchasing Stanford 10 materials**

Stanford 10 support materials and Stanford 10 testing beyond that which is provided by the state may be purchased if desired. The Pearson sales representative for Arizona is listed on this page.

#### **What to do with used scratch paper**

The use of scratch paper on the mathematics portion of the Stanford 10 Grade 2 test is optional. The Stanford 10 *Directions for Administering* for Grade 2 does not provide direction regarding used scratch paper.

The use of scratch paper on the mathematics portion of the Stanford 10 Grade 9 is required. The Stanford 10 *Directions for Administering* for Grade 9 directs test administrators to “dispose” of the scratch paper.

For both Grades 2 and 9, used scratch paper may be thrown out or recycled. It is not necessary to return the scratch paper with the nonscorables.

#### **Grade 2 Pre-ID labels**

Pre-ID labels will be provided for Stanford 10 Grade 2. These labels are to be placed on the back of the scorable Stanford 10 Grade 2 test book.

## **FOLLOW-UP TO PRE-TEST WORKSHOPS (cont.)**

### **Stanford 10 Issues (cont.)**

#### **Hand-bubbling demographic data on Stanford 10**

The directions for use of Pre-ID labels and hand-bubbling student demographic data in the *Directions for Administering* are not as clear as they should be.

If a student has a Pre-ID label, use it. The Pre-ID labels for Stanford 10 go on the back of the Grade 2 test book and the Grade 9 answer document. If a Pre-ID label is used, there is no need to bubble any of the demographic data on the back of the Grade 2 test book or the back of the Grade 9 answer document. However, if a student with a Pre-ID label received a standard accommodation, then mark bubble 19.

If a student does not have a Pre-ID label, the demographic data on the back of the Grade 2 test book or the Grade 9 answer document must be hand-bubbled. Complete the information in section 2 (name), section 3 (date of birth), section 4 (gender), section 5 (race/ethnicity), section 6 (grade), and section 7 (student number). In section 7, enter the student’s SAIS ID number. Add zeros to the front of the SAIS ID number so that all boxes are filled. If the student received a standard accommodation, then mark bubble 19.

The *Directions for Administering* for Grade 9 walk the students through hand-bubbling the demographic data. In keeping with AIMS practices, students should not bubble demographic data. This task should be completed by school staff (adults).

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